

**CITY OF MIDDLETOWN
PURCHASING DEPARTMENT**

ADDENDUM #1 TO BID #2012-028
Small Business Commercial Space Improvements

Date Issued: March 1, 2013

ALL BIDDERS ARE HEREBY ADVISED OF THE FOLLOWING AMENDMENTS TO THE CONTRACT BID DOCUMENTS:

The bid has been modified in the following areas:

- The meeting minutes that include questions and answers discussed during the pre-bid meeting held on Wednesday, February 13, 2013
- Answers to all Questions submitted by the deadline date of Thursday, February 28, 2013 by 3:00 pm are included
- Term of Contract and Work Order Time Frame - For bid items, **7-20 only**, the contract term shall commence on or after **July 1, 2013 and terminate June 30, 2014** for a contract term of **twenty four (24)** months.
- The heading on page 39 of bid proposal pages for items 16-20 is incorrect, it should read:

"Future Projects over \$100,000.00 Subject to Prevailing Wages and/or Davis Bacon Prevailing Wages"

INVITATION TO BID

The date set for the receipt of proposals will remain the same.

*****Thursday, March 7, 2013 at 11:00 AM*****

*****PLEASE VERIFY THAT YOU HAVE RECEIVED THIS NOTIFICATION IN THE SPACE BELOW AND FAX THIS PAGE BACK TO THE PURCHASING DEPARTMENT AT 860-344-3561 or email purchase@cityofmiddletownct.gov**

BIDDER ACKNOWLEDGES RECEIPT OF ADDENDUM #1: _____

COMPANY NAME

All bidders are hereby advised of the following amendments to the contract bid documents which are hereby made an integral part of the specifications for the subject project, prepared by the City of Middletown to the same extent as all other documents. All work shall conform to the standards and provisions of same. Bids submitted shall be deemed to include contract document information as shown in Addendum No. 1. General bidders shall notify sub-bidders that may be affected by this addendum as applicable. **Bidders shall be required to acknowledge receipt of this addendum in the space provided on the Bid Proposal Form on Pg. 35.**

Failure to acknowledge receipt of this addendum by the bidder may result in the rejection of their bid. Bidders are directed to review changes to all portions of the work as changes to one portion may affect the work of another.

TOTAL ADDENDA 7 PAGES

*****BIDDER NOTE:** If you have already submitted a bid you shall be required to acknowledge receipt of this addendum under separate cover in a sealed envelope clearly marked with the bid number and description. This acknowledgment must be received by the time and date specified to be accepted by the City. Please contact the Purchasing Office at (860) 344-3465 to obtain new bid forms if the above modifications affect your bid submittal.

Donna L. Imme, CPPB
Supervisor of Purchases



BID #2012-028
SMALL BUSINESS COMMERCIAL SPACE IMPROVEMENTS
PREBID MEETING MINUTES

DATE OF MEETING: February 13, 2013 at 10:30 AM

LOCATION OF MEETING: Remington Rand Building -180 Johnson Street, Middletown, CT

IN ATTENDANCE: See attached attendance sheet

The following items were discussed:

- A bid bond or Certified Check in the amount of 10% of the bid must be submitted along with the bid.
- The Base bid and base bid alternates are funded federally, therefore Davis Bacon Prevailing Wages apply. Local Bidder Acceptance does not.
- The pre bid minutes and sign in sheet, as well as all addendums, will be published on the City's website, www.middletownct.gov. It will be the contractors' responsibility to go to the web site for the information and acknowledge receipt of same.
- At the back of the bid package there is a contractors check list and a copy of all the documentation that is required to be submitted.
- **All questions must be submitted in writing to the Purchasing Department by Thursday, February 28, by 3:00 pm.** No questions will be accepted after that.
- The bid opening will be held on **Thursday, March 7, 2013 at 11:00 AM** in Room 208, Municipal Building, 245 DeKoven Drive, Middletown,
- It is anticipated that work will start at the beginning of April and has a construction schedule of 90 days.
- The available funding for the base bid and base bid alternates is \$160,000.00.
- The selected bidder shall be required to obtain all necessary building permits.
- There is a \$15.00 refundable deposit for plans/specs. Deposit will be refunded if plans/specs are returned within 2 (two) weeks of bid opening.
- Planholder's list is updated daily on our city website, www.middletownct.gov.

BID #2012-028
SMALL BUSINESS COMMERCIAL SPACE IMPROVEMENTS
PREBID MEETING MINUTES

The following questions were asked:

Q. Are bidders required to bid on all items listed on the bid proposal pages? Will the City of Middletown accept "Partial Bids"?

A. It is our intent to award the "Base Bid" and any "Base Bid Alternate Items selected" to one (1) contractor. Therefore, if a bidder chooses to submit a bid for the Base Bid, bidders must submit a bid on all Base Bid Alternates (items #1-6 of the bid proposal pages.)

"Future Project" bids are completely separate from base bid and base bid alternates. Partial Bids will be accepted for all items listed under "Future Projects" (items #7-20.) Bidders may choose to bid any one or multiple items.

Q. All items listed under "Future Projects" requesting an "hourly rate" state "all labor and equipment and materials to be provided". Please clarify.

A. The hourly rate shall include "all labor and equipment, not including materials to be provided". Bidders are to submit a % Mark up for materials as indicated in the bid proposal pages. Materials will be determined depending on the "future project" needs require. The awarded vendor will be required to submit the materials invoice which will determine the mark up to be paid.

Q. There are various items required to purchase for the Base Bid and Base Bid Alternates, however the bid did not spec these items out.

A. An addendum will be issued to include these specs when they become available. Again, please note it is the contractors' responsibility to go to the web site for the information and acknowledge receipt of same.

Reported by: Donna Imme, Purchasing Supervisor, City of Middletown

Meeting adjourned at 11:30 AM

**Answers to Questions submitted by deadline
Of Thursday, February 28, 2013 by 3:00 pm**

1. In the bid form it asks for hourly rates for future projects under \$100,000. Is this to be considered non - prevailing wage? You had mentioned in the walk through that this was funded by grants that required the project to fall under Davis Bacon wage rates no matter what the cost.

Items (1-6) base bid project and alternates for the base bid project selected; Davis Bacon applies because federal funds are being utilized.

Items 7-13 ("Future projects under \$100,000.00"):

The selected vendor would use these hourly rates awarded for any future projects under \$100,000.00 not being federally funded, therefore prevailing wages do not apply.

Items 14-20 ("Future projects over \$100,000.00 subject to prevailing wage rates and/or Davis Bacon):

the selected vendor would use these hourly rates awarded for any future projects over \$100,000.00 not being federally funded (prevailing wage rates apply), and any projects over \$2000 that is being federally funded (Davis Bacon wage rates apply).

2. On the bid form item 11 it asks for Lead Disposal. Is this for lead paint removed from walls or is it lead piping?

Walls only, no piping

3. On the bid form item 12 asks for pricing for linear feet of asbestos removal. Is this pipe insulation? Is it to be considered under one containment?

YES and YES

4. On the bid from item 13 it asks for unit pricing for Abatement disposal. Please clarify this. Is this for floor tile removal and disposal over 3 sf per containment?

YES

5. Confirm if the electric heating/cooling fixture shown on the plans is not part of our scope of work.

These items have been removed from the scope of work.

6. Are the windows into the space to have metal or wood frames? Are they to be sliding or fixed glass? Provide interior window details.

White metal clad single fixed window unit with GBG to closely match existing exterior units, sized approximately 4' wide by 3' height

7. Please provide a contact name and phone number if we need to get back in to the space.

Bill Warner, PCD Director, 860-344-3425

8. Can we get a complete list of attendance at the pre bid?

Yes, the list of attendee's will be posted to the website with the pre bid meeting minutes as soon as they are completed.

9. Where does the scrape and paint requirements end? Is it only in the overall project area, does it include the entrance/lobby area? Does it include the other unfinished area between the entrance and previous tenant fitout going to the front of the building?

From bathroom to entrance, lobby area to end of project area. Not loading dock area.

10. Testing results for the lead paint? There is nothing with the purchased documents.

Please see page 31, last paragraph of the bid document for information on the test results.

11. Are you looking for a general contractor to bid the complete tenant fit out or individual trades such as electrical and so forth?

Please see page 4, #7 of the "Information for Bidders". It is our intent to award the "Base Bid" and any "Base Bid Alternate Items selected" to 1(one) contractor. Therefore, to be considered for the Base Bid, and any selected Base Bid Alternates, bidders must bid on all items #1-6 of the bid proposal pages.

12. If we bid the fit out as a general contractor are we required to bid the hourly rates for future projects? I asked this to Bill Warner and I was told no we could bid just the fit out.

Correct, bidders are not required to submit a bid on any of the listed items #7-20 "Future Projects".

Nor are bidders required to submit a bid on the "Base Bid and Base Bid Alternates", items #1-6.

*Please note The City of Middletown will accept "Partial Bids" for "Future Projects" items #7-20.

13. Entrance plan does not indicate new entry door system, what manufacture would you like in regards to this? Pella, Marvin?

Substantially similar in material and appearance to entrance door in first building.

14. Interior metal doors with glass? Manufacturer? What size? Fire Rated? Hardware? Interior window operable? Fixed? Size?

Door- Double door 6' wide 6'8" high

Steel frame

1 Steel door with half fixed glass with lockset and deadbolt, lever handle

1 Full- steel door with stationary bolt

Window see question #6

15. New walls what is the construction of Metal Stud, Wood Stud, Insulation? Wall Thickness, Drywall Both Sides? ½ drywall or 5/8?

2 * 4 Metal or Wood stud

5/8 drywall both sides

R-15 insulation

16. Provide interior double door details. White metal/ full glass with gbg for an approximate overall 5' x 7' ht opening?

See # 14 above

17. Door hardware specification- Keyed deadbolt, lever handle, closer included, white finish?

See # 14 above

18. Provide paddle fan specification. 52" Ceiling fan fixture without light?

Fan- 56 inch Q mark Model Number 56-HRCF or equivalent

19. Provide plumbing clarification. Run cold water line only? No hot water or waste piping?

Cold water only.

20. What is the Light Fixture Specification?

Light fixture- Metal Lock 2x 4 light T8 Model Number HBL432NUNVEB81 or equivalent

21. Scope of work "Painting"- Please confirm that prime and painting of ceiling and new doors are not to be included in Base Bid.

Ceiling included, new doors not included.